



Posted: Friday, January 10, 2020

NOTICE AND CALL OF A REGULAR MEETING OF THE TRINIDAD CITY COUNCIL

The Trinidad City Council will hold a regular meeting on
TUESDAY, JANUARY 14, 2020, at 6:00 PM
In the Trinidad Town Hall, 409 Trinity Street, Trinidad, CA

CLOSED SESSION BEGINS AT THE CONCLUSION OF THE OPEN SESSION

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **APPROVAL OF AGENDA**
- IV. **APPROVAL OF MINUTES** – 11-12-19 cc, 11-19-19 scc, 11-26-19 cc2, 12-10-19 cc
- V. **COUNCIL REPORTS/COMMITTEE ASSIGNMENTS**
- VI. **STAFF REPORTS** – City Manager & Law Enforcement
- VII. **ITEMS FROM THE FLOOR**
At this time, members of the public may comment on items NOT appearing on the agenda. Individual comments will be limited to 3 minutes or less. Comments should be directed to the Council as a whole and not to individual Council Members or staff. Council and staff responses will be minimal for non-agenda items.
- VIII. **CONSENT AGENDA**
All matters on the Consent Agenda are considered routine by the City Council and are enacted in one motion. There is no separate discussion of any of these items. If discussion is requested by any Council member, that item is removed from the Consent Calendar and considered separately. A single opportunity for public comment on the Consent Agenda is available to the public.
 1. Staff Activity Report – December 2019
 2. Financial Statements - November 2019
 3. Law Enforcement Report - December 2019
- IX. **DISCUSSION/ACTION AGENDA ITEMS**
 1. Presentation of Resolution 2020-01; Acknowledging the Public Service of HCSO Deputy Luke Mathieson.
 2. Discussion/Presentation from the North Coast Preparatory Academy Climate Action Club on Projects to Make a More Environmentally Friendly Area and Community.
 3. Discussion/Decision Regarding Van Wycke Bicycle, Pedestrian, and Connectivity Project.
 4. Discussion/Presentation Regarding Watershed, Water Supply, and Storage System.
 5. Discussion/Decisions Regarding Recommendations from the STR Advisory Committee.
 6. Discussion/Decision to Accept Letter of Resignation from Planning Commissioner Kathleen Lake, and Authorize Staff to Begin the Recruitment Process to Fill the Vacancy.
 7. Discussion/Decision to Accept Letter of Resignation from STR Committee Member Dorothy Cox, and Authorize Staff to Begin the Recruitment Process to Fill the Vacancy.
- IX. **FUTURE AGENDA ITEMS**
- X. **ADJOURN TO CLOSED SESSION**
 1. Public Employee Performance Evaluation for City Manager Pursuant to Government Code Section 54957
- XI. **ADJOURNMENT**

APPROVAL OF MINUTES FOR:

NOVEMBER 12, 2019 CC
NOVEMBER 19, 2019 CCPCST
NOVEMBER 26, 2019 CC2
DECEMBER 10, 2019 CC

Supporting Documentation follows with: 13 PAGES

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
TUESDAY, NOVEMBER 12, 2019

I. CALL TO ORDER

Mayor Pro-Tem West called the open meeting to order at 6:00pm. Council members in attendance: Miller, West, Grover, Davies. Ladwig was absent. City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams.

II. CLOSED SESSION REPORT

1. Public Employee Performance Evaluation for City Manager Pursuant to Government Code Section 54957.
The Council met at the conclusion of the open session, and had nothing to report out.

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

Motion (Miller/Grover) to move approve the agenda as written. Passed 4-0.

V. APPROVAL OF MINUTES – 10-08-19 cc.

Motion (Davies/Grover) to approve the minutes as written. Passed 4-0.

VI. COUNCILMEMBER REPORTS/COMMITTEE ASSIGNMENTS

Miller: HCAOG: Report on unmet transit needs findings, the outreach process, and an update on Last Chance Grade. RCEA: Discussed energy independence and how to "island" Humboldt from the regions energy interruptions.

Davies: Trails Committee resolution on the agenda tonight.

Grover: RREDC: Meeting cancelled due to power outage. Also attended the Planning Commission meeting.

West: Met with Mayor Ladwig, Planning Commissioner John Graves, and City Manager Naffah to discuss water policy and ongoing priorities.

VII. STAFF REPORTS

City Manager Naffah highlighted items listed in the written staff activity report. Announced the Joint Meeting of the City Council, Planning Commission, and STR Committee scheduled for Tuesday, November 19, at 6pm. Also noted that the annual City audit is currently underway, and provided the Council an update on the Verizon Cell tower relocation. Regarding the water policy brainstorming discussions with the Mayor and Planning Chairman, topics included service area, future demands, priorities, a Water Element for the General Plan. The idea is to hold a water workshop with both the Planning Commission and Council sometime in January.

Davies: I have a problem with the meeting held by the Manager, Planning Chairman, the Mayor, and Councilmember West. I don't like the idea of 2 Councilmembers pushing their agendas, and I want to see these meetings held in open session, on the record. I also object to the Government-to-Government meetings held with the Tribal entities. If they occur, there must be detailed minutes so the public knows what was discussed.

City Manager Naffah explained that the discussions were very general and did not reach any conclusions or decisions.

Miller: I disagree with Davies. Not every meeting or discussion that Councilmembers individually participate in require Brown Act reporting. These conversations are exploratory. No decisions are made.

VIII. ITEMS FROM THE FLOOR

(Three (3) minute limit per Speaker unless Council approves request for extended time.)

Erin Rowe – Trinidad Resident

Questions regarding Verizon's hold-over rent for the Trinidad Head cell facility, and lease status.

IX. CONSENT AGENDA

1. Staff Activity Report - October 2019
2. Financial Statements September 2019
3. Law Enforcement Report October 2019
4. Declare Public Works 2003 Ford Ranger Surplus and Authorize Staff to Dispose of the Vehicle at Fair Market Value.

Motion (Miller/Davies) to approve the consent agenda as written. Passed 4-0.

XI. DISCUSSION/ACTION AGENDA ITEMS

1. Discussion/Decision Regarding Resolution 2019-13; Establishing the Trails Advisory Committee.
Councilmember Davies explained that the Trails Committee has been operating for a few years without any bylaws or resolution that formally addresses its purpose, objectives, member terms, etc. The Resolution proposed will establish the Committee with the same legitimacy that the STR Committee was created with earlier in 2019. With regard to the Tribal Government member, that position may be filled by anyone the Tribe designates.

There were no public or Councilmember comments.

Motion (Davies/Miller) to approve Resolution 2019-13; Establishing the Trails Advisory Committee. Passed 4-0.

2. Discussion/Decision Regarding Development of an Energy Independence and Climate Resilience Committee.
Councilmember Miller explained that climate change is real and the time to act is now. The recent threats of wildfires on our community is serious, and we learned first-hand by the recent PG&E outages. We must begin planning to ensure we have reliable, locally-supplied electricity, and there is irony and bad policy in encouraging (or using) fossil-fueled devices which contribute to global warming.

The proposed ad-hoc Energy and Resilience Committee of the City Council, two members, will study and recommend policy proposals for: 1) Ensuring greater resilience and independence with regard to electricity and internet access, 2) Lowering the City's carbon footprint, 3) Building the City's emergency preparedness. The Committee will seek wide-ranging input from residents to experts in exploring best practices. The Council will also work with the City Planner and Commission to codify policies that ensure movement toward the goals of achieving local and green energy, and minimize greenhouse gas emissions. The Committee will make monthly reports to the City Council.

Relevant to the aforementioned goals of achieving local and green energy, ensuring electricity independence, and minimizing greenhouse gas emissions the proposal is to include the following statement:

We support the use of local biomass-produced energy only for the shortest time necessary to meet base-load power for Humboldt County, and we urge RCEA to plan immediately for clean and green base-load power, including rapid incentives to increase storage options for solar and wind energy.

Public comment included:

Steve Madrone – County Supervisor and Trinidad Area Resident

The bulk of what you put forward is great, but the biomass plants are old and in need of upgrades and emissions controls. The wood will burn – either through wildfires or in controlled environments like biomass plants. However, transportation of materials from a long distance is a carbon-negative. So, biomass, under certain conditions, is ok.

Written correspondence received:

Nancy Ihara – Manilla, CA

Supports the Resolution as submitted.

Council comments included:

Davies: RCEA is already working to make Humboldt energy independent. The resolution is premature, and we should wait until the General Plan is more developed before drawing conclusions.

Miller: This is a mild statement. We are in a planetary crisis and should make our statements firmly and frequently. This resolution does not tie our hands at all.

Motion (Miller/Grover) to approve the resolution statement as written. Motion failed; 1-Yes (Miller), 3-No.

*Motion (Grover/Miller) to approve the resolution and amended statement, with the first sentence removed ("We support the use of local biomass...to meet baseload power for Humboldt County,") and leaving the second sentence as written. Miller and Grover will work together as the Committee. **Passed 3-1, No-Davies.***

3. Discussion/Decision to Accept the Letter of Resignation from Building Official John Roberts and Direct Staff to Begin the Recruitment Process to Fill the Position.

City Manager Naffah explained that the City received a letter of resignation from Building Official John Roberts, hoping to conclude his services effective December 31, 2019. Mr. Roberts has provided professional plan check, building inspection, and various other related assignments for the City of Trinidad since December 2009. City Staff must begin the recruitment process immediately to minimize any gap in building services to the community. A recruitment notice for the position available will be developed and advertised immediately.

There were no public or Council comments.

*Motion (Miller/Grover) to accept the resignation of Building Official John Roberts and direct staff to begin the recruitment process to fill the position. **Passed 4-0.***

X. FUTURE AGENDA ITEMS

- November 19, 2019 STR Joint Meeting.

ADJOURNMENT: 7:50pm

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Steve Ladwig
Mayor

**MINUTES OF THE SPECIAL JOINT MEETING OF THE TRINIDAD CITY COUNCIL,
PLANNING COMMISSION, & SHORT-TERM RENTAL COMMITTEE
TUESDAY, NOVEMBER 19, 2019**

I. CALL TO ORDER

Mayor Ladwig called the open meeting to order at 6:00pm. Council members in attendance: Miller, West, Ladwig, Grover, Davies. Planning Commissioners in attendance: Graves, Johnson, Stockness, Kelly, Lake. STR Committee members in attendance: Dick Bruce, Jan Nash-Hunt, Joe Moran, Dorothy Cox, Kathleen Lake. City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams, City Planner Trever Parker.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

Motion (Grover/West) to move approve the agenda as written. Passed unanimously.

IV. ITEMS FROM THE FLOOR

(Three (3) minute limit per Speaker unless Council approves request for extended time.)

Richard Marx – Northern Regional Compliance Manager
Introduced himself and the services he provides with CIFAC.

XI. DISCUSSION/ACTION AGENDA ITEMS

1. Discussion/Presentation of the Preliminary Progress Report of the STR Advisory Committee.

City Manager Naffah began by reading the 2 complaints received this year: 1) a dog incident, and 2) an exterior lighting complaint.

STR Committee Chair Dick Bruce read from the progress report included in the packet that summarized each meeting and the discussion items reviewed. Some of the main recommendations provided were:

- Staff should take minutes
- The Ordinance should be reviewed asap
- Compliance enforcement is key, and the complaint process should be easily understood
- Suggest staff attach a timesheet to each application and complaint.
- Provide a cost analysis for STR permitting

Bruce also mentioned there was limited public participation in the meetings, and that gathering input from outside the committee would be very helpful as we try to wrap up this year and move forward.

STR Committee opening statements included:

Jan Nash-Hunt: All known complaints were resolved.

Joe Moran: The process is working well. Property managers are responding quickly and resolving the issues.

Dorothy Cox: It is my understanding that the ordinance requires all complaints to be reported to the Clerk's office.

Kathleen Lake: Could this meeting be considered the annual meeting? All complaints should be tracked and reported, giving the City Manager an opportunity to determine whether they are significant or not.

Dick Bruce: The City should keep track of all complaints, major, minor, formal, or informal, for tracking purposes within 2 days of the complaint.

Council opening statements included:

Miller: I'm a neighbor to an STR. The few times I had issues, they were addressed immediately by the property manager.

Davies: Thanked the STR Committee for their work and recommendations. However, I would prefer each recommendation be forwarded to the Council immediately for action, rather than sending them on an annual basis. Stockpiling recommendations is not a good use of everyone's time.

West: Appreciate the Committee's work so far. Would like to see greater public participation, and to create an environment that encourages participation.

Planning Commissioner Stockness: Suggested providing refreshments at STR meetings to encourage participation.

Motion (West/Miller) to consider the STR Committee November 01, 2019 Progress Report as the official annual report. Passed unanimously.

2. Discussion/Presentation – Open Public Forum to Solicit Input from the Community on Issues or Successes relate to the Implementation of the Short-Term Rental Ordinance and Regulations

Public comment included:

Jonna Kitchen – Trinidad Retreats, Trinidad Resident

The ordinance is working very well. I understand both sides of the complaint reporting discussion, but looking for problems is not the intent or answer. People are either burnt out about this topic, or the issues just don't exist. You may have to consider mailing a survey of some kind to every resident in order to get a better sense of the overall feeling about this subject. I manage 11 properties in the City, and not once have I been invited to a meeting to discuss best practices. Certain complaints are just absurd and should not be considered (like insisting a neighbor put up curtains). Meet and greets are not effective. Pet instructions/policies should be included somewhere in the ordinance.

Rachel Duclos – STR Homeowner

Do I count as part of the community as an STR homeowner? (Mayor Ladwig responded yes. Commissioner Lake responded, no.) I visited Trinidad every year for 45 years, and purchased a second home on Edwards Street 3-years ago. The "investor" rhetoric is tiring. The anecdotal stuff and grand jury complaints are just absurd. My family wants to support Trinidad however we can, and by sharing our home with visitors allows us to contribute to the tax base, enjoy it for ourselves in the off-season, and participate in the community. We support the regulations and play by the rules. However, the negative energy has given us no choice but to disengage because we don't know who to trust.

Adora King – Trinidad

I think most people don't want to attend STR meetings. I want to know what's happening with enforcement. What do we do about rule-breakers?

Michelle McHenry – STR Homeowner, Trinidad Resident

I own a home on Ocean Avenue that I share as an STR, and I love living on Ocean Avenue. We all have unique ways of listening, accepting, and interpreting each other. The Ordinance should be adaptive, and I agree with Jonna Kitchen that if a true understanding of how the community feels about STR's is desired, we may have to reach out directly to each household. The ordinance is good, and regulations are necessary. We have come a long way in the past few years, and I thank everyone for their hard work.

Written correspondence received:

Karen McCarter – STR Owner (Ocean Ave).

We have had another successful year sharing our home with many visitors who love this community. My home alone has contributed over \$20,000 in occupancy tax to the City in the last 8 years, and provided employment opportunities for the locals. We open our home on Halloween for the locals, and appreciate how tourism helps this town thrive. Regarding the Progress Report suggesting ramifications to improvements of STR's without proper permits, this is over-reaching on the part of the Advisory Committee. This is the Building Departments job and should be applied equally to every home in Trinidad.

Alan Grau – Trinidad Resident

Misses having an abundance of neighbors. The STR Ordinance will never be enforced, and not in the City's economic interest to regulate it.

Eric Fishman – STR Owner

Satisfied with the STR process and regulations, and personally have not have any negative interactions with other STR's during my extended stays in my Trinidad home. I believe my tenants abide by the rules and treat my home with care. A neighbor complained about some of my outdoor and indoor lights. The choose not to use curtains in their bedroom window, so my property manager and I made changes to accommodate them. We installed switches on the outdoor lights, changed the walkway light, and raised the kitchen chandelier to minimize the glare.

Planning Commission Comments:

Kelly: I'm very concerned about the "qualification process" to be a part of the community. I disagree with Commissioner Lake.

Stockness: Suggested providing refreshments at STR meetings to encourage participation.

Graves: I have many years of experience in government, and even in larger cities public participation can be very low. Thanked all the public commenters, and noted that we ALL are part of this community.

Lake: Sharing the burden of reporting complaints with the property managers was the intent of requiring all complaints to be reported to the City, whether they were resolved or not. Richard Johnson and Mike Pinske created a very useful complaint flow chart in 2016.

Miller: I helped wordsmith the ordinance, and I believe there is a sufficient misunderstanding regarding what type of complaints must be reported. Our intent was that all significant complaints be reported, but it sounds like we may need to clarify this in a future ordinance update.

Davies: There are signs that violate the ordinance. Why do we even create regulations if we aren't going to enforce them? These businesses are asking the residents to help them turn a profit. I believe the meet-and-greet policy is simple to enforce. The rules are in place to protect the residents and the City. The City needs to enforce the ordinance with fidelity and consistency so faith can be restored in the community.

Ladwig: We need to be realistic about this. There are many competing priorities right now that need the City's attention: General Plan, Water Policies, Grant Projects, etc. STR Advisory motions and a comprehensive ordinance review may not be happening as expeditiously as some of us may want. Recapped the items presented tonight for consideration:

- Staff support provided to the committee for minutes
- Ordinance review
- Enforcement
- Complaint procedure
- Cost analysis for STR Permitting
- Best Practices meeting for Property Managers and City
- Survey to request community input
- Noise, Pets, Signs, Meet-&-Greet Enforcement

STR Chair Bruce: Let's start with enforcement. What is the City willing to do? Consider requiring suspension of guest deposit refunds until violations are resolved.

CC Miller: The City should be the recipient of fines levied when there is a violation.

PC Stockness: There aren't enough law enforcement officers to enforce the STR issues.

CC Davies: An Administrative Assistant was hired to enforce the ordinance. She needs to be utilized for what she was hired for.

PC Lake: There is no real-time enforcement. People who complain receive retaliation threats from lawyers. The Administrative Assistant was hired to handle the STR process. Law Enforcement is not interested in enforcing the ordinance. Primary residents should be the only people allowed to have STR licenses. Protect residents and housing. Dogs and shootings at STR's are real problems.

PC Kelly: If real data is captured (from complaints) then enforcement priorities can be developed. At this point I'm hearing there were only 2 minor formal complaints submitted, but an undisclosed amount of verbal complaints shared with residents, but not the City.

CC Ladwig: I would like the Council to be provided with suggestions that are within the City's means to consider and would task that to the STR Committee as a future agenda item.

No decisions were made. Enforcement options will be considered at a future STR Committee meeting.

V. FUTURE AGENDA ITEMS

ADJOURNMENT: 8:26pm

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Steve Ladwig
Mayor

MINUTES OF THE SECOND REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
TUESDAY, NOVEMBER 26, 2019

I. CALL TO ORDER

Mayor Ladwig called the open meeting to order at 6:00pm. Council members in attendance: Miller, Ladwig, Grover. West and Davies were absent. City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams, City Engineer Patrick Sullivan, City Planner Trever Parker.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

Motion (Miller/Grover) to approve the agenda as written. Passed 3-0.

IV. STAFF REPORTS

City Manager Naffah announced the Blessing of the Fleet event scheduled for Thanksgiving morning.

V. ITEMS FROM THE FLOOR - NONE

(Three (3) minute limit per Speaker unless Council approves request for extended time.)

VI. CONSENT AGENDA - NONE

XI. DISCUSSION/ACTION AGENDA ITEMS

1. Discussion/Presentation Resolution 2019-14: Authorizing Submittal of a Grant Application for SB2 Housing Element Grant Funding.

City Planner Parker explained that the State mandates affordable housing, and Trinidad has been insulated from most of the policies since it's in the coastal zone. However, this is a non-competitive grant that will help pay to bring the City's Housing Element into compliance with the State regulations. Task number one will be to update the Housing Element, and task number two will be to re-write the City's Accessory Dwelling Unit Ordinance.

Public comment included:

Patti Fleschner – Trinidad Area Resident

I support this proposal as ADU's help to create a more diverse community.

Motion (Miller/Grover) to approve Resolution 2019-14: Authorizing Submittal of the Grant Application to HCD for an SB2 Planning Grant. Passed 3-0.

2. Discussion/Presentation Regarding Drinking Water System Model on Distribution & Water Storage Report from GHD.

City Engineer Patrick Sullivan presented information as explained in detail in the November 22, 2019 report, **City of Trinidad drinking water system model, Reference No. 11198797**. In summary, the information presented included:

- Water System Model Purpose – to evaluate the storage and distribution system.
- Create a CAD Model that includes water pressure, flow rates, capacity of distribution pipes, etc., and could be used to analyze the effects on the system should variables be introduced – such as growth.
- Storage Tank Analysis
- Pipe Flow Analysis
- Fire Flow Analysis

The City's system is operating well, and as it is designed. The CAD model is an excellent tool for measuring the impact of additional development onto the system. The current storage capacity is decent, but we recommend expanding it.

There were no public comments.

This was a presentation item only. It will be discussed again in January when the summary report of key findings is complete.

VII. FUTURE AGENDA ITEMS

ADJOURNMENT: 7:15pm

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Steve Ladwig
Mayor

DRAFT

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
TUESDAY, DECEMBER 10, 2019

I. CALL TO ORDER

Mayor Ladwig called the open meeting to order at 6:00pm. Council members in attendance: Miller, West, Ladwig, Grover, Davies. City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams.

II. CLOSED SESSION REPORT – *The Council met at the conclusion of the open session.*

1. Public Employee Performance Evaluation for City Manager Pursuant to Government Code Section 54957.

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

Per STR Committee Chairman Dick Bruce's recommendation, pull agenda item number 5.

*Motion (Miller/West) to move approve the agenda as amended. **Passed unanimously.***

V. APPROVAL OF MINUTES – *No minutes to approve.*

11-12-19 cc, 11-19-19 scc, 11-26-19 cc2 will be prepared for review in January.

VI. COUNCILMEMBER REPORTS/COMMITTEE ASSIGNMENTS

Grover: Met with Miller on Climate Action Plan. Good working meeting. Miller would like to see improvements on the City website for collecting ideas regarding the climate action plan.

Miller: CCNM: Met for their quarterly meeting to discuss trail signage, seabird monitoring, beach clean-ups. RCEA: Update on Biomass, Wind Energy.

West: HCAOG: Last Chance Grade update. \$10 million to raise the highway level 17 feet. 1-6 year expectancy. Costs \$7 million/year to keep the highway open. Bypass construction scheduled for summer 2029.

Ladwig: Announced Monday's with the Mayor at the Café, 7:30am-9:00am, informal.

VII. STAFF REPORTS

City Manager Naffah highlighted items listed in the written staff activity report. Considering a mid-year budget review in January, along with a capital improvement plan discussion.

HCSO Sergeant Kevin Miller announced stats and calls for service, and also that Deputy Mathieson would be reassigned in January, and Deputy Joe Jager would be taking over.

VIII. ITEMS FROM THE FLOOR

(Three (3) minute limit per Speaker unless Council approves request for extended time.)

Mayor Ladwig read aloud a letter submitted by resident **Alan Grau**, suggesting that the Mayor recuse himself from Discussion items #3 and 4.

IX. CONSENT AGENDA

1. Staff Activity Report – November 2019
2. Financial Statements October 2019
3. Law Enforcement Report November 2019

*Motion (West/Grover) to approve the consent agenda as written. **Passed unanimously.***

XI. DISCUSSION/ACTION AGENDA ITEMS

1. Discussion/Decision Regarding Proclamation 2019-02: Human Rights Awareness Month.

Mayor Ladwig read the Proclamation aloud. Trinidad Resident and Humboldt County Human Rights Commission representative Erin Rowe announced the Kindness Campaign and accepted the Proclamation.

There was no public comment.

Councilmembers Miller and Grover thanked Richard for the presentation.
Motion (Grover/West) to approve Proclamation 2019-02. Passed unanimously.

2. Discussion/Decision to Award Consultant Agreement for Active Transportation Education Services.

City Manager Naffah explained that the Van Wycke Bicycle and Pedestrian Connectivity Project includes \$22,000 in Caltrans funding for a non-infrastructure program to increase bicycle and pedestrian safety and mobility and to increase the number of people walking and biking in Trinidad. The City issued the attached RFP for active transportation education services on November 22. The City received only one proposal for the Active Transportation Education Services project from RCAA. The proposal was reviewed by Staff and a Caltrans representative. It was deemed technically sound and meets the City funding requirements for completion of the work.

There were no public or Council comments.

Motion (Miller/Grover) to award a contract in the amount of \$17,978 to Redwood Community Action Agency (RCAA) for professional services for bicycle and pedestrian safety education for the non-infrastructure portion of the Van Wycke Bicycle and Pedestrian Connectivity Project and authorize the City Manager to execute all applicable documents. Passed unanimously.

3. Discussion/Decision to install Radar Feedback Signs on Trinity Street.

City Manager Naffah explained that in an effort to promote compliance with the posted speed limit on Trinity Street near the Trinidad Elementary School, staff recommends the installation of two radar feedback signs. The signs are proposed to be located on Trinity Street between the Trinidad Town Hall and West Street. Both signs would be located within existing City right-of-way.

Council questions included:

Ladwig: Have we considered how this may impact View Street and Ocean Ave?

Davies: Has there been a traffic study done recently on Trinity Street?

Public comment included:

Erin Rowe – Trinidad

Do we have a comparison of the cost of a speed bump vs. the radar signs? A speed hump could be considered as well.

Laura Scott – Trinidad

There needs to be research comparing different technology options. I'm concerned with the light pollution these signs will create, and I doubt they will solve the problem. Speed is an issue on all City streets, and you might get more longevity and compliance with speed bumps or humps.

Dick Bruce – Trinidad

Consider installing speed cameras that issue tickets to violators.

Council comments included:

Miller: I'd like to look into speed humps before spending money on radar feedback signs. I'm afraid people would still ignore them. We need data showing radar feedback is the most effective method of calming traffic before investing in the technology. I would also be in favor of rumble strips in front of speed humps on Trinity and possibly other streets.

Grover: HSU may help with the traffic study.

Davies: The streets are cluttered with flags, business signs, etc. I think we should look at all the possible calming options before making a decision.

West: I think we should table this for now, and consider a traffic study at some point when the budget allows.

Motion (Grover/West) to authorize the City Manager to perform a comprehensive traffic study of all City streets. Passed unanimously.

4. Discussion/Decision regarding Appointment of Planning Commission Representative to the STR Advisory Committee for 2020.

City Manager Naffah explained that the City appoints a Planning Commission member to serve on the STR Advisory Committee. The City Council should request that the Planning Commission recommend a member to the City Council to serve on the STR Advisory Committee for the year 2020.

Council statements included:

Davies: I'm recusing myself from the vote. However, I will share my comments first. The resolution that formed this committee does not restrict the Planning Commission member term alone. If it's written down, it's not up for interpretation. The complaint was brought forward by an STR manager with a clear conflict of interest. Should everyone align themselves with neutrality to join a volunteer committee? No. People are allowed to have an opinion. I was never in favor of this committee.

Miller: I asked that this item be included on the agenda. To call the kettle black, the dissenting tone from the Planning Commissioner is creating hostility, and this person has a strong, known bias. The intent of the resolution was to create a committee that would help provide recommendations. The STR Ordinance took years to create, and the Council worked diligently to minimize impacts to the residents. The Ordinance works. The 2016 Council's biases were approved when the ordinance passed unanimously. The resolution's intent was to appoint a Planning Commissioner that was neutral. It does not help to be continually attacked while trying to perform a volunteer service. I support having a more neutral Planning Commission representative sit on the committee.

Public comment Included:

Joe Moran – STR Committee Member

I signed up for the committee to be open-minded and listen to comments from all sides. Thank you for including this issue on your agenda tonight.

Jan Nash-Hunt – STR Committee Member

This committee was never going to be without disagreement. It was designed to include people with different interests, but since the beginning there have been angry rants, negativity, and disdain coming from certain individuals. It has raised the anxiety of the other members to the point that we question our participation. We want to help this community by listening and gathering input. Personal agendas need to be left at home. Members need to be balanced and rational, and move beyond the anger. This is not about opinions, it's about behavior. Opinions are welcome. Poor behavior is not.

Adora King – Trinidad

Removing Kathleen Lake from the Committee is not the answer. I've never seen her loud or mouthy. Davies is right about the procedure. I have a vacation rental, but I'm against vacation rentals ☺ How can you say that others on the committee aren't biased? Kathleen Lake is my voice on this committee. Someone on the committee has threatened to sue me over a complaint in the past. How is this fair?

Elaine Weinreb – Trinidad Area Resident

How can you appoint someone and remove them for their opinions?

Dick Bruce – STR Committee Chairman

I agree with Davies. The 2-year term limit applies to all members, but they do serve at the pleasure of the Council. I sent a message to the City Manager expressing my concerns. The committee was set up with a great ability to fail. The hope was to have a Planning Commission member on board that could build bridges. Ms. Lake was an obstruction and exhibited overall difficult behavior. She also made some positive contributions as well. However, her behavior and comments were problematic on all fronts. I would not have a problem with her as a resident member, but I do have a problem with her representing the Planning Commission.

Laura Scott – Trinidad

I'm one of the few long-term renters left in the community. Having any property manager on the committee unfairly outweighs the balance. Lake's freedom of speech is protected. If we aren't following the procedures, why are we here? The money interests are the real bias, and the Mayor should be well aware of this.

Linda Moran – Trinidad Bay Vacation Rentals

A public complaint has been filed regarding an Ethics Code violation against Kathleen Lake. STR managers follow the procedures and care about the issues. I support the Council in their decision to have the Planning Commission reconsider their appointment to the STR Committee.

Written correspondence included:

Rachel Duclos & Marc Gottschalk – Trinidad

Support the letter submitted by Trinidad Retreats owner Jonna Kitchen for consideration tonight, and expressed concern for Ms. Lake's hostility and viability of the STR Committee to function reasonably.

Jonna Kitchen – Trinidad Retreats, owner

Provided a detailed letter supporting the Council in reconsidering the Planning Commissioner appointment to the STR Committee. Also commented in detail on the STR committee recommendations; Meet and Greet policy, requiring a cash security deposit, enforcing sign regulations, and set up a best practices meeting for STR managers.

Alan Grau – Trinidad

Not in favor of reconsidering Kathleen Lake's position on the STR Committee, and wants to see the Meet & Greet policy enforced.

Jacques Beaupre – Trinidad

In favor of leaving Kathleen Lake on the STR Committee.

Council comments included:

Miller: I respect Ms. Lake's opinion, but I also appreciate the comment about poor behavior. That is what this is about.

Grover: I want everyone to be comfortable at meetings - volunteers and participants. If they're not, the membership needs to be reconsidered.

West: The whole idea behind this committee was to bring all sides together. If the committee isn't working, the Council has a responsibility to fix it. Three of the five members tell us there's a problem, and we have to deal with it.

Motion (Miller/West) to direct the Planning Commission to consider an appointment to the STR Advisory Committee. Passed 4-0-1. Davies - recused.

5. Discussion/Decision regarding Recommendations from STR Advisory Committee.
Pulled from the agenda.

X. FUTURE AGENDA ITEMS

ADJOURNMENT: 8:20pm.

Submitted by:

Gabriel Adams
Trinidad City Clerk

Approved by:

Steve Ladwig
Mayor



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

1. Staff Activity Report – December 2019

CITY MANAGER'S STAFF REPORT

Employee Relations Consortium: Attended two presentations for government managers on human resource issues, 1. Privacy issues in the workplace, and 2. Difficult conversations. These were presented by the law firm of Liebert, Cassidy & Whitmore. These were presented in a workshop format and addressed issues common to cities and counties. The Humboldt County Employment Relations Consortium sponsors these annual events.

Van Wycke Bicycle, Pedestrian & Connectivity Project: Held two meetings to discuss the project, one was with the surrounding homeowners; and the other with the Coastal Commission. Various issues and concerns were addressed, and our engineers were present to answer questions.

Prosperity Network: Attended the Humboldt County Prosperity Network meeting where issues that relate to economic development are discussed. A presentation was made by Nordic Aquafarms where a co-owner of the firm described their proposed facility on the Samoa Peninsula.

Humboldt County Solid Waste Local Task Force: Attended my second meeting of the task force where countywide efforts to recycle, reuse, and zero waste goals are addressed. Representative of the various cities, agencies and the county are present, including Humboldt Waste Management Authority.

Humboldt/Del Norte Haz Mat: Attending the Humboldt/Del Norte Hazardous Material Response Authority meeting to discuss common issues that may need to be addressed in the event of a hazardous materials spill, etc.

New State Laws for 2020: Attached is a brief overview of the new California state laws that take effect this year, courtesy of the North Coast Journal.

New Laws with New Protections Ring in the New Year

By Kimberly Wear

kim@northcoastjournal.com

With the new year come new laws and 2020 has a bevy of changes going into effect on everything from California's minimum wage and the classification of independent contractors to protections for nursing mothers and a ban on smoking at state parks and beaches.

Here's a glance at a few of the ones that may impact you in the first year of a new decade.

Minimum Wage Increase: California residents are getting another boost in 2020, with the minimum pay level going to \$13 an hour for businesses with 26 or more employees and to \$12 for those with fewer. That still leaves many workers below the \$14.61 an hour estimated for a single person to make ends meet at a standard quality of life in California, according to Massachusetts Institute of Technology's living wage calculator. For a working couple with two children, that number increases to \$19.48 each. The state's incremental increases will continue each year until the minimum wage hits \$15 in 2023 for all businesses.

Limitations on Contractors: For many businesses and workers, traversing the so-called gig economy is going to become a little more complicated. Under Assembly Bill 5, certain independent contractors — including ride-hailing drivers for Uber or Lyft, as well as freelance photographers and journalists — are reclassified as employees under certain circumstances, meaning they qualify for minimum wage, paid sick days and other benefits. The law has drawn the ire of some companies and contractors alike, with a group of freelance writers filing a lawsuit.



Gov. Gavin Newsom after signing the controversial Assembly Bill 5, with the legislation's author Assemblymember Lorena Gonzalez (right).

The Office of the Governor

Buzzkill on Roadkill: Remember all that excitement about Senate Bill 395 providing the opportunity to whip up dinner from the roadkill you found on the way home? Well, not so fast. The California Department of Fish and Wildlife is here to remind residents of the Golden State that the new law simply "authorizes development of a program for what the bill describes as 'salvageable wild game meat.'" But, a recent CDFW release notes, "Such a program is not yet in place, contrary to many news articles and social media traffic."

Limits on Lighting Up: No butts about it, taking a drag off a cigarette or vape pen at a state park or beach is going to be a no-go come January under Senate Bill 8. The new law also enacts a fine for littering those same areas with said banned tobacco products, which account for a vast amount of trash discarded along our coastline.

Bad Bosses Beware: Employees with complaints of retaliation, discrimination or harassment will have extra time to make their claims in 2020 under Assembly Bill 9, with three years to report instead of the previous one-year limit.

A Private Place: New mothers will have additional protections in the new year, with Senate Bill 142 requiring workplaces to have a room or other clean area in which they can privately pump their milk. And, no, bathrooms are not OK.

Vax Review: The state is taking a further plunge into the highly divisive subject of vaccinations with Senate Bill 276, which begins to take effect in January. This law allows for the development of a form that must be filled out when a doctor gives a medical exemption. Those physicians with

five or more will be subject to review.

Renter Protections: This year, renters will have more rights against evictions and sudden rent hikes under Assembly Bill 1482. This law prevents landlords from raising rents by more than 5 percent a year plus inflation. There are also provisions that limit the circumstances for evicting a tenant, especially one who has lived somewhere for more than a year.

Respecting Hair: It's saddening to know this law was needed but come 2020, folks with natural hairstyles who have long been discriminated against — remember the New Jersey teen wrestler who was forced to cut his dreds? — are now protected in the workplace and at school under Senate Bill 188. When the New Year arrives, California will become the first in the nation to do so.

Expanded Training: Once just the milieu of management, sexual harassment training requirements will now be extended to anyone who works at a business that has five or more employees.

Family First: When a new baby arrives or a family member faces serious medical issues, workers will now be able to take up to eight weeks of paid leave starting in July, up two weeks from the previously allowed allotment, under Senate Bill 83 but still far behind much of the world.

School Rules: Starting in 2020, schools will no longer be able to use suspension as a means of punishing unruly or disruptive behavior for students in kindergarten through eighth grade under Senate Bill 419. Statistics show these type of actions are disproportionately used against children of color, foster children and children with learning disabilities. This law begins in July.

City Clerk's Office: December 2019

December was a mix of routine, chaos, and calm.

There was only 1 Council meeting, but the agenda included STR related items. This controversial topic demands a lot of attention and pulls us away other assignments. There were a number of holiday activities that used the Town Hall and required coordination and service of City staff. The pre-holiday frenzy created a snowball effect of inquiries and demands from people trying to meet year end deadlines and compress (4) weeks of work into 2-3 weeks. The holiday break provided the few, much needed calm days that enabled us to not only triage the intake, but also get some processing done.

Here is a list of highlights:

- There was another spike in cemetery activity. 2 plots were sold in December, and 4 burials occurred.
- STR Renewal applications were mailed out.
- Coordination with a resident to repair an ongoing water leak on Wagner Street.
- Navigated some very complex issues regarding the Van Wycke Trail Repair project.
- Over 450 emails were received and processed in the City Clerk's inbox.
- The City Council met once. The Planning Commission met twice. The STR and Trails Committees also met once.
- Provided routine assistance to the City Planner and Building Inspector for current building projects and development permit applications under review.



CONSENT AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 10 PAGES

2. Financial Statements - November 2019

City of Trinidad
Statement of Revenues and Expenditures - GF Revenue
From 11/1/2019 Through 11/30/2019

	<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Revenue				
41010	0.00	0.00	92,000.00	100.00)%
41020	0.00	0.00	3,800.00	100.00)%
41040	0.00	0.00	25.00	100.00)%
41050	0.00	0.00	1,300.00	100.00)%
41060	0.00	0.00	200.00	100.00)%
41070	0.00	0.00	500.00	100.00)%
41110	0.00	0.00	1,300.00	100.00)%
41130	0.00	0.00	1,900.00	100.00)%
41140	0.00	0.00	4,500.00	100.00)%
41220	0.00	0.00	28,500.00	100.00)%
42000	0.00	78,598.25	255,000.00	(69.18)%
43000	22,505.59	53,760.99	140,000.00	(61.60)%
46000	0.00	0.00	10,000.00	100.00)%
53010	4.50	7.70	50.00	(84.60)%
53020	32.07	9,354.47	25,300.00	(63.03)%
53090	0.00	10,995.92	14,000.00	(21.46)%
54020	8,458.95	18,955.53	18,000.00	5.31%
54050	1,430.40	3,845.93	8,000.00	(51.93)%
54100	15.00	60.00	300.00	(80.00)%
54150	0.00	405.00	9,000.00	(95.50)%
54170	0.00	300.00	9,000.00	(96.67)%
54300	382.00	382.00	400.00	(4.50)%
56400	1,973.59	40,340.30	9,000.00	348.23%
56500	0.00	0.00	5,125.00	100.00)%
56550	0.00	0.00	9,000.00	100.00)%
56650	1,655.35	3,332.00	6,000.00	(44.47)%
56700	75.00	802.50	5,000.00	(83.95)%
Total Revenue	<u>36,532.45</u>	<u>221,140.59</u>	<u>657,200.00</u>	<u>(66.35)%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
201 - GFAdmin
From 11/1/2019 Through 11/30/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
60900	HONORARIUMS	250.00	1,250.00	3,000.00	58.33%
61000	EMPLOYEE GROSS WAGE	9,322.32	45,987.50	121,018.00	62.00%
65100	DEFERRED RETIREMENT	881.70	4,351.80	11,441.00	61.96%
65200	MEDICAL INSURANCE AND EXPENSE	1,403.72	6,917.09	20,248.00	65.84%
65250	Health Savings Program	16.48	58.42	1,443.00	95.95%
65300	WORKMEN'S COMP INSURANCE	0.00	5,010.00	4,538.00	(10.40)%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	49.88	345.68	750.00	53.91%
65600	PAYROLL TAX	770.05	3,803.34	10,133.00	62.47%
65800	Grant Payroll Allocation	(769.89)	(2,582.91)	(5,000.00)	48.34%
68090	CRIME BOND	0.00	512.20	500.00	(2.44)%
68200	INSURANCE - LIABILITY	0.00	11,867.45	11,500.00	(3.20)%
68300	PROPERTY & CASUALTY	0.00	5,035.55	5,000.00	(0.71)%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	5,000.00	100.00%
71310	CITY PLANNER-ADMIN. TASKS	0.00	26,884.34	70,000.00	61.59%
71410	BLDG INSPECTOR-ADMIN TASKS	1,755.00	4,022.50	7,000.00	42.54%
71510	ACCOUNTANT-ADMIN TASKS	2,975.70	6,889.40	17,000.00	59.47%
71620	AUDITOR-FINANCIAL REPORTS	0.00	0.00	14,500.00	100.00%
72000	CHAMBER OF COMMERCE	0.00	0.00	15,000.00	100.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	70.00	769.99	3,000.00	74.33%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	(740.84)	2,000.00	137.04%
75170	RENT	750.00	3,750.00	9,000.00	58.33%
75180	UTILITIES	1,247.80	4,692.81	12,000.00	60.89%
75190	DUES & MEMBERSHIP	0.00	765.00	1,000.00	23.50%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	375.00	3,500.00	89.29%
75220	OFFICE SUPPLIES & EXPENSE	365.69	2,866.39	6,000.00	52.23%
75240	BANK CHARGES	0.00	30.00	100.00	70.00%
75280	TRAINING / EDUCATION	0.00	0.00	200.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	8,000.00	100.00%
75990	MISCELLANEOUS EXPENSE	0.00	2,064.02	500.00	(312.80)%
76110	TELEPHONE	394.21	1,978.27	2,500.00	20.87%
76130	CABLE & INTERNET SERVICE	142.45	718.40	3,000.00	76.05%
76150	TRAVEL	0.00	1,413.14	2,000.00	29.34%
78170	SECURITY SYSTEM	76.50	229.50	500.00	54.10%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	151.38	2,000.00	92.43%
Total Expense		<u>19,701.61</u>	<u>139,415.42</u>	<u>368,371.00</u>	<u>62.15%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
301 - Police
From 11/1/2019 Through 11/30/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
61000	EMPLOYEE GROSS WAGE	442.40	2,204.01	5,751.00	61.68%
65100	DEFERRED RETIREMENT	34.84	173.25	453.00	61.75%
65200	MEDICAL INSURANCE AND EXPENSE	25.74	120.01	544.00	77.94%
65250	Health Savings Program	0.50	1.50	60.00	97.50%
65300	WORKMEN'S COMP INSURANCE	0.00	212.00	216.00	1.85%
65600	PAYROLL TAX	35.98	179.83	475.00	62.14%
75170	RENT	750.00	3,750.00	9,000.00	58.33%
75180	UTILITIES	101.49	958.11	1,800.00	46.77%
75220	OFFICE SUPPLIES & EXPENSE	0.00	0.00	500.00	100.00%
75300	CONTRACTED SERVICES	0.00	0.00	65,000.00	100.00%
75350	ANIMAL CONTROL	128.00	628.00	1,600.00	60.75%
76110	TELEPHONE	0.00	278.61	1,200.00	76.78%
76130	CABLE & INTERNET SERVICE	74.45	148.90	0.00	0.00%
78170	SECURITY SYSTEM	0.00	76.50	500.00	84.70%
	Total Expense	<u>1,593.40</u>	<u>8,730.72</u>	<u>87,099.00</u>	<u>89.98%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
401 - Fire
From 11/1/2019 Through 11/30/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
60900	HONORARIUMS	150.00	750.00	2,400.00	68.75%
75180	UTILITIES	0.00	153.80	1,150.00	86.63%
75190	DUES & MEMBERSHIP	0.00	0.00	350.00	100.00%
75280	TRAINING / EDUCATION	0.00	0.00	500.00	100.00%
76110	TELEPHONE	97.43	578.65	1,000.00	42.13%
76140	RADIO & DISPATCH	0.00	0.00	1,800.00	100.00%
78140	VEHICLE FUEL & OIL	35.78	35.78	350.00	89.78%
78150	VEHICLE REPAIRS	4,659.42	4,659.42	2,500.00	(86.38)%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	261.96	10,000.00	97.38%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
	Total Expense	<u>4,942.63</u>	<u>6,439.61</u>	<u>22,550.00</u>	<u>71.44%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
501 - PW (Public Works)
From 11/1/2019 Through 11/30/2019

	Current Month	Year to Date	Total Budget - Original	% of Budget
Expense				
61000 EMPLOYEE GROSS WAGE	7,360.76	35,193.89	94,198.00	62.64%
61250 OVERTIME	0.00	0.00	500.00	100.00%
65000 EMPLOYEE TAXES, INSUR & BENEFI	0.00	0.00	100.00	100.00%
65100 DEFERRED RETIREMENT	828.60	3,940.76	10,593.00	62.80%
65200 MEDICAL INSURANCE AND EXPENSE	2,351.55	12,762.21	30,753.00	58.50%
65250 Health Savings Program	19.15	79.70	1,158.00	93.12%
65300 WORKMEN'S COMP INSURANCE	0.00	3,507.00	3,532.00	0.71%
65600 PAYROLL TAX	616.20	2,945.44	8,016.00	63.26%
65800 Grant Payroll Allocation	(5,092.43)	(14,708.76)	(63,000.00)	76.65%
71210 CITY ENGINEER-ADMIN. TASKS	453.00	4,122.00	10,000.00	58.78%
71310 CITY PLANNER-ADMIN. TASKS	0.00	0.00	15,000.00	100.00%
75180 UTILITIES	0.00	274.78	250.00	(9.91)%
75190 DUES & MEMBERSHIP	0.00	144.00	0.00	0.00%
75200 MUNICIPAL/UPDATE EXPENSE	0.00	0.00	3,000.00	100.00%
75300 CONTRACTED SERVICES	0.00	0.00	10,000.00	100.00%
75370 UNIFORMS/PERSONAL EQUIP.	38.64	259.56	1,000.00	74.04%
78100 STREET MAINT/REPAIR/SANITATION	0.00	277.64	5,000.00	94.45%
78120 STREET LIGHTING	335.69	1,882.44	5,000.00	62.35%
78130 TRAIL MAINTENANCE	0.00	0.00	10,000.00	100.00%
78140 VEHICLE FUEL & OIL	528.05	1,062.95	4,000.00	73.43%
78150 VEHICLE REPAIRS	663.40	1,252.63	2,500.00	49.89%
78160 BUILDING REPAIRS & MAINTENANCE	543.50	1,488.47	14,000.00	89.37%
78190 MATERIALS, SUPPLIES & EQUIPMEN	277.57	1,389.65	5,000.00	72.21%
78200 EQUIPMENT REPAIRS & MAINTENANC	2,241.15	2,241.15	4,200.00	46.64%
Total Expense	<u>11,164.83</u>	<u>58,115.51</u>	<u>174,800.00</u>	<u>66.75%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
204 - IWM
From 11/1/2019 Through 11/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
56150	FRANCHISE FEES	1,056.54	3,688.70	10,000.00	(63.11)%
	Total Revenue	1,056.54	3,688.70	10,000.00	(63.11)%
	Expense				
61000	EMPLOYEE GROSS WAGE	714.38	3,434.47	9,287.00	63.02%
65100	DEFERRED RETIREMENT	85.72	412.09	1,114.00	63.01%
65200	MEDICAL INSURANCE AND EXPENSE	274.70	1,286.64	3,192.00	59.69%
65250	Health Savings Program	2.58	11.52	138.00	91.65%
65300	WORKMEN'S COMP INSURANCE	0.00	450.00	348.00	(29.31)%
65600	PAYROLL TAX	60.70	292.03	796.00	63.31%
75130	GARBAGE	0.00	0.00	500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,800.00	100.00%
	Total Expense	1,138.08	5,886.75	17,175.00	65.72%
	Net Income	(81.54)	(2,198.05)	(7,175.00)	(69.37)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
504 - TDA - Transporation Development Agency
From 11/1/2019 Through 11/30/2019

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
	Revenue				
46000	GRANT INCOME	0.00	0.00	22,000.00	(100.00)%
49990	OTHER GRANTS	<u>15,190.00</u>	<u>15,190.00</u>	<u>0.00</u>	<u>0.00%</u>
	Total Revenue	<u>15,190.00</u>	<u>15,190.00</u>	<u>22,000.00</u>	<u>(30.95)%</u>
	Expense				
60000	INTERDEPARTMENTAL TRANSFER EXP	0.00	0.00	12,000.00	100.00%
75250	TRANSIT SERVICES- HTA	<u>0.00</u>	<u>4,980.00</u>	<u>0.00</u>	<u>0.00%</u>
	Total Expense	<u>0.00</u>	<u>4,980.00</u>	<u>12,000.00</u>	<u>58.50%</u>
	Net Income	<u>15,190.00</u>	<u>10,210.00</u>	<u>10,000.00</u>	<u>2.10%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
503 - State Gas Tax
From 11/1/2019 Through 11/30/2019

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
	Revenue				
46000	GRANT INCOME	0.00	0.00	18,000.00	(100.00)%
47005	RMRA (SB1)	605.54	1,829.13	0.00	0.00%
47030	GAS TAX REVENUE (2103)	0.00	1,034.84	0.00	0.00%
47050	GAS TAX REVENUE (2105)	0.00	692.39	0.00	0.00%
47060	GAS TAX REVENUE (2106)	0.00	2,085.76	0.00	0.00%
47070	GAS TAX REVENUE (2107)	0.00	786.02	0.00	0.00%
47075	GAS TAX REVENUE (2107.5)	0.00	1,000.00	0.00	0.00%
	Total Revenue	<u>605.54</u>	<u>7,428.14</u>	<u>18,000.00</u>	<u>(58.73)%</u>
	Expense				
60000	INTERDEPARTMENTAL TRANSFER EXP	0.00	0.00	40,000.00	100.00%
	Total Expense	<u>0.00</u>	<u>0.00</u>	<u>40,000.00</u>	<u>100.00%</u>
	Net Income	<u>605.54</u>	<u>7,428.14</u>	<u>(22,000.00)</u>	<u>(133.76)%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
601 - Water
From 11/1/2019 Through 11/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
53020	INTEREST INCOME	0.00	0.00	12,000.00	(100.00)%
53090	OTHER MISCELLANEOUS INCOME	0.00	0.00	1,000.00	(100.00)%
57100	WATER SALES	27,041.49	145,006.31	315,000.00	(53.97)%
57200	Water Sales - Wholesale	1,830.00	2,760.00	6,500.00	(57.54)%
57300	NEW WATER HOOK UPS	0.00	0.00	4,500.00	(100.00)%
57500	WATER A/R PENALTIES	1,911.57	3,410.12	1,800.00	89.45%
	Total Revenue	30,783.06	151,176.43	340,800.00	(55.64)%
Expense					
61000	EMPLOYEE GROSS WAGE	9,093.46	45,676.26	119,121.00	61.66%
65100	DEFERRED RETIREMENT	1,036.54	5,198.65	13,584.00	61.73%
65200	MEDICAL INSURANCE AND EXPENSE	3,482.65	16,367.58	41,359.00	60.43%
65250	Health Savings Program	26.56	108.54	1,443.00	92.48%
65300	WORKMEN'S COMP INSURANCE	0.00	3,900.00	4,467.00	12.69%
65600	PAYROLL TAX	762.63	3,823.67	10,152.00	62.34%
68090	CRIME BOND	0.00	275.80	300.00	8.07%
68200	INSURANCE - LIABILITY	0.00	6,206.55	6,100.00	(1.75)%
68300	PROPERTY & CASUALTY	0.00	2,711.45	2,405.00	(12.74)%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	500.00	100.00%
71210	CITY ENGINEER-ADMIN. TASKS	188.75	690.75	5,000.00	86.19%
71230	ENGINEER-SPECIAL PROJECTS	36,198.25	38,491.75	75,000.00	48.68%
71310	CITY PLANNER-ADMIN. TASKS	0.00	3,252.50	10,000.00	67.47%
71510	ACCOUNTANT-ADMIN TASKS	1,602.30	3,707.65	9,000.00	58.80%
71620	AUDITOR-FINANCIAL REPORTS	0.00	0.00	7,000.00	100.00%
72100	BAD DEBTS	0.00	133.82	100.00	(33.82)%
75180	UTILITIES	684.73	8,276.29	14,000.00	40.88%
75190	DUES & MEMBERSHIP	0.00	519.00	125.00	(315.20)%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	203.08	200.00	(1.54)%
75220	OFFICE SUPPLIES & EXPENSE	1,341.86	2,842.86	3,750.00	24.19%
75240	BANK CHARGES	0.00	10.00	100.00	90.00%
75280	TRAINING / EDUCATION	117.60	268.30	750.00	64.23%
75300	CONTRACTED SERVICES	0.00	0.00	8,000.00	100.00%
76110	TELEPHONE	171.21	768.63	1,600.00	51.96%
76130	CABLE & INTERNET SERVICE	61.95	247.80	750.00	66.96%
76160	LICENSES & FEES	931.64	4,236.74	3,200.00	(32.40)%
78140	VEHICLE FUEL & OIL	236.53	872.66	1,200.00	27.28%
78150	VEHICLE REPAIRS	0.00	130.00	2,500.00	94.80%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,250.00	100.00%
78170	SECURITY SYSTEM	76.50	153.00	500.00	69.40%
78190	MATERIALS, SUPPLIES & EQUIPMEN	751.79	1,783.65	5,000.00	64.33%
78200	EQUIPMENT REPAIRS & MAINTENANC	6,297.85	6,803.03	5,850.00	(16.29)%
79100	WATER LAB FEES	340.00	3,505.81	4,200.00	16.53%
79120	WATER PLANT CHEMICALS	464.08	1,523.88	7,500.00	79.68%
79130	WATER LINE HOOK-UPS	0.00	6,500.00	4,500.00	(44.44)%
79150	WATER LINE REPAIR	0.00	0.00	10,000.00	100.00%
79160	WATER PLANT REPAIR	0.00	0.00	3,000.00	100.00%
	Total Expense	63,866.88	169,189.70	383,506.00	55.88%
	Net Income	(33,083.82)	(18,013.27)	(42,706.00)	(57.82)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
701 - Cemetery
From 11/1/2019 Through 11/30/2019

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
53020	INTEREST INCOME	0.00	0.00	250.00	(100.00)%
58100	CEMETERY PLOT SALES	3,717.50	18,542.50	9,000.00	106.03%
58150	Cemetery Plot Refunds	(1,410.00)	(1,410.00)	0.00	0.00%
	Total Revenue	<u>2,307.50</u>	<u>17,132.50</u>	<u>9,250.00</u>	<u>85.22%</u>
	Expense				
61000	EMPLOYEE GROSS WAGE	671.60	3,167.72	8,731.00	63.72%
65100	DEFERRED RETIREMENT	80.58	380.07	1,048.00	63.73%
65200	MEDICAL INSURANCE AND EXPENSE	216.46	1,020.29	2,648.00	61.47%
65250	Health Savings Program	2.23	10.32	180.00	94.27%
65300	WORKMEN'S COMP INSURANCE	0.00	495.00	327.00	(51.38)%
65600	PAYROLL TAX	57.08	269.33	748.00	63.99%
75180	UTILITIES	45.23	226.15	493.00	54.13%
75300	CONTRACTED SERVICES	0.00	0.00	2,000.00	100.00%
78170	SECURITY SYSTEM	106.50	213.00	450.00	52.67%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	500.00	100.00%
	Total Expense	<u>1,179.68</u>	<u>5,781.88</u>	<u>17,125.00</u>	<u>66.24%</u>
	Net Income	<u><u>1,127.82</u></u>	<u><u>11,350.62</u></u>	<u><u>(7,875.00)</u></u>	<u><u>(244.13)%</u></u>



CONSENT AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

3. Law Enforcement Report - December 2019

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

Page 1

Incident Search Results

City is trinidad or trin, Date Between 12/8/2019 and 1/5/2020

01/08/2020

Date	Inc #	Type	Time	Location	Dispositio
12/08/2019	1912080037	SUSPP	06:07:48	183 LANFORD RD	Unable to Locate
12/08/2019	1912080042	CIVIL	07:21:49	156 LANFORD RD	Civil Problem
12/08/2019	1912080131	PC	21:04:30	OCEAN GROVE LOUNGE	No Report
12/09/2019	1912090081	PC	12:20:06	LYNDA LN/BIG LAGOON PARK	Cad Documentation Only
12/09/2019	1912090163	415	22:29:25	199 N WESTHAVEN DR	Report Taken
12/10/2019	1912100033	UNW	09:04:14	1 CHER-AE LN	Cancel Per Rp
12/10/2019	1912100044	NPROB	10:31:36	753 HIGHLAND AVE	Public Assist
12/10/2019	1912100060	XFER	13:01:51	199 N WESTHAVEN DR	Xfer to Medical
12/11/2019	1912110022	415	07:03:17	199 N WESTHAVEN DR	Civil Problem
12/11/2019	1912110027	VEHI	08:09:06	740 EDWARDS ST	Advised to Move Along
12/11/2019	1912110036	VEHI	09:19:02	SCENIC DR/BAKER RANCH RD	Field Interview
12/11/2019	1912110050	BUS	10:13:44	27 SCENIC DR	
12/11/2019	1912110060	VEHI	11:26:52	MOONSTONE BEACH RD	Field Interview
12/11/2019	1912110122	XFER	17:02:05	.NB101/FROM ARCATA	Xfer to CHP
12/12/2019	1912120096	SUSPP	16:24:47	TRINITY ST/EDWARDS ST	Gone On Arrival
12/12/2019	1912120097	ASSISTP	16:30:54	4189 PATRICKS POINT DR	Cad Documentation Only
12/12/2019	1912120103	2735	16:48:23	1895 PATRICKS POINT DR	Report Taken
12/13/2019	1912130027	PC	05:49:04	692 UNDERWOOD DR	Gone On Arrival
12/13/2019	1912130052	TRF	10:42:47	SCENIC DR/BAKER RANCH RD	Cited
12/13/2019	1912130078	488	14:50:06	501 S WESTHAVEN DR	Cad Documentation Only
12/13/2019	1912130152	PC	22:43:31	201 MAIN ST	Arrest Made
12/13/2019	1912130161	VEHI	23:54:30	27 SCENIC DR	No Report
12/14/2019	1912140055	XFER	11:21:03	199 WESTHAVEN DR	Xfer to Medical
12/14/2019	1912140059	DUMP	12:09:41	(UNKNOWN ADDRESS)	Gone On Arrival
12/14/2019	1912140148	WELF	23:50:32	4189 PATRICKS POINT DR	Verbal Domestic Violence Onl
12/15/2019	1912150040	PROPF	10:03:22	27 SCENIC DR	Report Taken
12/16/2019	1912160004	WELF	00:12:40	911 CEDAR AVE	Cad Documentation Only
12/16/2019	1912160008	RECK	01:36:58	27 SCENIC DR	Cad Documentation Only
12/16/2019	1912160029	911H	06:48:13	.TRINIDAD	Cad Documentation Only
12/16/2019	1912160059	ASSISTP	11:11:31	156 LANFORD RD	Public Assist
12/16/2019	1912160143	DVEH	21:13:28	SCENIC DR/MAIN ST	Public Assist
12/16/2019	1912160145	ASSISTA	21:46:50	US HWY 101 OFF RAMP/HIGH	Agency Assist
12/16/2019	1912160162	33X	22:55:32	400 JANIS CT	Billable Alarm
12/17/2019	1912170131	911H	18:09:03	951 KINGDOM RD	Accidental Dial
12/18/2019	1912180025	ARSON	06:16:27	27 SCENIC DR	Arrest Made
12/18/2019	1912180047	SUSPP	09:31:52	EDWARDS ST/TRINITY ST	Merged Cfs
12/18/2019	1912180054	TRF	10:00:49	TRINITY ST/MAIN ST	Warned
12/18/2019	1912180072	PED	11:05:02	TRINITY ST/EDWARDS ST	Field Interview
12/18/2019	1912180080	TRF	12:00:24	122 MOONSTONE BEACH RD	Field Interview
12/18/2019	1912180084	PED	12:32:29	SCENIC DR	Cited
12/18/2019	1912180098	XFER	13:55:16	278 LANFORD RD	Xfer to Medical
12/19/2019	1912190012	DUI	02:26:57	27 SCENIC DR	Unable to Locate
12/19/2019	1912190014	WELF	04:38:57	201 MAIN ST	Cad Documentation Only
12/19/2019	1912190020	UNW	06:51:54	201 MAIN ST	Cad Documentation Only

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

Page 2

Incident Search Results

City is trinidad or trin, Date Between 12/8/2019 and 1/5/2020

01/08/2020

Date	Inc #	Type	Time	Location	Dispositio
12/19/2019	1912190027	INV	07:30:02	6TH AVE/HIGHLAND AVE	Cad Documentation Only
12/19/2019	1912190034	INV	08:38:15	1 MAIN ST	No Report
12/19/2019	1912190062	PROB	12:08:23	930 SCENIC DR	Cad Documentation Only
12/20/2019	1912200045	415MW	09:23:07	199 N WESTHAVEN DR	Verbal Domestic Violence Onl
12/20/2019	1912200154	459	21:33:47	480 PATRICKS POINT DR	Cad Documentation Only
12/20/2019	1912200164	WELF	22:52:52	987 OX LN	Cad Documentation Only
12/21/2019	1912210025	PC	04:29:03	409 TRINITY ST	No Report
12/21/2019	1912210043	SHOTSH	08:32:09	PATRICKS POINT DR/SEAWOO	Gone On Arrival
12/21/2019	1912210086	DUMP	13:22:53	2265 PATRICKS POINT DR	Public Assist
12/21/2019	1912210114	PARK	17:55:20	EDWARDS ST/ OCEAN ST	Advised to Move Along
12/22/2019	1912220073	CUST	17:19:23	389 MAIN ST	Cad Documentation Only
12/22/2019	1912220087	DISP	19:20:57	1612 STAGECOACH RD	Cad Documentation Only
12/23/2019	1912230015	PC	03:50:42	306 VIEW AVE	No Report
12/23/2019	1912230017	PED	04:00:39	409 TRINITY ST	Admonished
12/23/2019	1912230045	PED	09:20:04	900 SCENIC DR	Report Taken
12/23/2019	1912230055	XFER	09:57:33	(UNKNOWN ADDRESS)	Xfer to CHP
12/23/2019	1912230098	33X	14:22:43	3224 PATRICKS POINT DR	Billable Alarm
12/23/2019	1912230109	488	15:08:53	.LUFFENHOLTZ LOOKOUT	Report Taken
12/23/2019	1912230114	DISP	15:33:34	(UNKNOWN ADDRESS)	Cad Documentation Only
12/23/2019	1912230135	XFER	17:30:05	US HWY 101 OFF RAMP/PATR	Xfer to Medical
12/23/2019	1912230153	PC	19:21:34	681 OLD WAGON RD	Field Interview
12/24/2019	1912240057	PC	11:27:11	EDWARDS ST/TRINITY ST	Advised to Move Along
12/24/2019	1912240066	SUSPP	11:59:41	OLD WAGON RD	Cad Documentation Only
12/24/2019	1912240114	SHOTSH	18:56:19	8TH AVE/S WESTHAVEN DR	Unable to Locate
12/24/2019	1912240138	SHOTSH	21:30:55	201 MAIN ST	Cad Documentation Only
12/24/2019	1912240146	XFER	22:28:14	444 ROUNDHOUSE CREEK RD	Xfer to Medical
12/25/2019	1912250021	VEHI	08:37:23	(UNKNOWN ADDRESS)	Cad Documentation Only
12/25/2019	1912250030	PC	10:56:17	2384 BIG LAGOON RANCH RD	Unable to Locate
12/25/2019	1912250068	XFER	19:35:30	931 KINGDOM RD	Xfer to Fire
12/26/2019	1912260048	PED	11:49:05	201 MAIN ST	Field Interview
12/26/2019	1912260083	TRF	14:55:16	SCENIC DR/LUFFENHOLTZ RD	Cited
12/27/2019	1912270017	PC	03:08:57	160 LOOP PL	Gone On Arrival
12/27/2019	1912270080	CIVS	14:22:40	112 TRINIMA RD	Negative Service
12/27/2019	1912270120	ASSISTA	18:06:33	STAGECOACH RD/ANDERSON	Agency Assist
12/28/2019	1912280030	PC	04:45:52	410 MAIN ST	No Report
12/28/2019	1912280033	VEHI	04:58:35	27 SCENIC DR	Cited
12/28/2019	1912280048	AVA	09:25:10	687 PATRICKS POINT DR	Cad Documentation Only
12/28/2019	1912280086	TRF	14:37:32	999 SCENIC DR	Warned
12/29/2019	1912290035	PC	04:12:15	DOWNTOWN TRINIDAD	No Report
12/29/2019	1912290117	PC	19:58:57	389 MAIN ST	No Report
12/30/2019	1912300060	WELF	10:19:27	199 N WESTHAVEN DR	Negative Contact Made
12/30/2019	1912300108	TRF	15:34:57	. NORTH CLAM BEACH CAMP	Field Interview
12/31/2019	1912310055	PROB	09:17:12	930 SCENIC DR	Cad Documentation Only
12/31/2019	1912310091	459	11:20:07	3397 PATRICKS POINT DR	Report Taken

**HUMBOLDT COUNTY SHERIFF'S OFFICE**

Page 3

Incident Search Results

City is trinidad or trin, Date Between 12/8/2019 and 1/5/2020

01/08/2020

Date	Inc #	Type	Time	Location	Dispositio
12/31/2019	1912310147	33X	16:21:24	2876 PATRICKS POINT DR	Non-Billable Alarm
01/01/2020	2001010010	XFER	01:36:01	27 SCENIC DR	Xfer to Medical
01/01/2020	2001010022	647F	02:31:44	27 SCENIC DR	Arrest Made
01/01/2020	2001010028	BUS	03:02:26	27 SCENIC DR	Cad Documentation Only
01/01/2020	2001010047	THREAT	09:06:06	.TRINIDAD HARBOR	Public Assist
01/01/2020	2001010066	INC	11:28:52	1 CHER-AE LN	Phone Malfunction
01/01/2020	2001010078	VEHI	12:40:48	1950 SCENIC DR	Field Interview
01/01/2020	2001010105	ANIMAL	16:28:24	416 VIEW AVE	Report Taken
01/01/2020	2001010159	SHOTSH	23:57:25	3822 PATRICKS POINT DR	Quiet on Arrival or Departur
01/02/2020	2001020002	XFER	00:58:25	683 KAHLSTROM AVE	Xfer to Medical
01/02/2020	2001020003	594	01:37:25	876 PATRICKS POINT DR	No Report
01/02/2020	2001020060	PED	11:31:24	800 SCENIC DR	Field Interview
01/02/2020	2001020101	SUSPC	15:25:19	PATRICKS POINT DR	Public Assist
01/02/2020	2001020126	SHOTSH	19:10:25	199 N WESTHAVEN DR	Quiet on Arrival or Departur
01/03/2020	2001030025	33X	09:21:58	170 SCENIC DR	Cancel Per Rp
01/03/2020	2001030109	SUI	18:47:35	1030 S WESTHAVEN DR	Public Assist
01/04/2020	2001040019	PC	03:50:32	463 TRINITY ST	No Report
01/04/2020	2001040034	PROPF	09:46:08	2265 PATRICKS POINT DR	Report Taken
01/04/2020	2001040115	PC	21:37:43	480 PATRICKS POINT DR	No Report
01/04/2020	2001040117	TRF	21:47:01	900 SCENIC DR	Warned
01/05/2020	2001050018	INC	02:31:49	1 CHER-AE LN	Phone Malfunction
01/05/2020	2001050040	PC	08:23:12	.TRINIDAD	Cad Documentation Only



DISCUSSION AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

1. Presentation of Resolution 2020-01; Acknowledging the Public Service of HCSO Deputy Luke Mathieson.

TRINIDAD CITY HALL
Mayor
P.O. Box 390
Clerk
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Steve Ladwig,
Gabriel Adams, City



RESOLUTION 2020-01

ACKNOWLEDGING THE PUBLIC SERVICE OF HUMBOLDT COUNTY SHERIFF'S TRINIDAD DEPUTY LUKE MATHIESON

WHEREAS, Deputy Luke Mathieson has served as the City of Trinidad's law enforcement official since January 2017, and was able to greatly reduce crime in Trinidad by using expert community-oriented policing techniques, and;

WHEREAS, Deputy Mathieson has coordinated and collaborated with other law enforcement agencies, State Parks, and the California Highway Patrol to deliver the most effective level of community protection possible, and

WHEREAS, Deputy Mathieson creatively policed the City of Trinidad by targeting the areas of the city most effected by crime, and has been responsive to both individual and community needs of the citizens of Trinidad, and;

WHEREAS, Deputy Mathieson has kept the City Manager informed on a regular basis of arrests, community outreach, and crime prevention activities, and gave a warm welcome to law-abiding community members and visitors alike; and

NOW, THEREFORE IT BE RESOLVED, THAT the City of Trinidad congratulates and thanks Deputy Mathieson for his years of whole-hearted and dedicated service to the citizens of Trinidad, to the future well-being of the community, and wish him the best in his future assignments.

PASSED UNANIMOUSLY AND ADOPTED BY THE TRINIDAD CITY COUNCIL of Humboldt County of the State of California this 14th day of January, 2020.

Attest:

Gabriel Adams
Trinidad City Clerk

Steve Ladwig
Mayor



DISCUSSION AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 0 PAGES

2. Discussion/Presentation from the North Coast Preparatory Academy Climate Action Club on Projects to Make a More Environmentally Friendly Area and Community.



DISCUSSION AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 5 PAGES

3. Discussion/Decision Regarding Van Wycke Bicycle, Pedestrian, and Connectivity Project.

AGENDA ITEM

Date: January 14, 2020

Item: **PRESENTATION, PUBLIC COMMENT AND DISCUSSION REGARDING
THE VAN WYCKE BICYCLE, PEDESTRIAN AND CONNECTIVITY
PROJECT**

Summary:

GHD will present a project summary and options for consideration to Council and the public. Council will receive public comments, followed by discussion. The deadline for project design (plans and specifications) and right of way clearance is April 15, 2020. Staff requests direction from Council regarding how to proceed. Possible project options include:

1. Construct project as planned - Re-build pedestrian trail using retaining wall within City right of way and bicycle route on Edwards. This project concept is shown in Figure 2.
- 2) Secure new right of way easement from uphill landowners and construct planned project with retaining wall uphill of the current City right of way. Similar to Figure 2 concept, but with trail and utility alignment shifted slightly uphill to the north.
- 3) Construct alternate bicycle and pedestrian connectivity "trail" project: Construct bicycle and pedestrian routes on Edwards Street. The 6" water main and phone/cable utilities could be re-routed to Edwards as well. To prevent bluff inundation and erosion from stormwater runoff, a separate public works project would be needed at the failing section of Van Wycke right of way to support the existing gravity flow stormwater pipe that is being impacted by bluff instability. An alternative project would likely require Caltrans approval which may not fit within the current grant timeline.
- 4) No project option – abandon the pedestrian trail on Van Wycke. The Active Transportation Program grant would be terminated, and a separate public works project would be needed to provide physical support for water, stormwater and phone/cable utilities currently being impacted by bluff instability. The City would also need to address abandonment of the trail with the Coastal Commission.

Background:

The Van Wycke Bicycle and Pedestrian Connectivity Project (Project) was approved by the California Transportation Commission (CTC) and programmed in the Active Transportation Program (ATP) for \$714,000.

Staff Recommendation:

- 1) Consider project options and provide direction to staff and project engineers regarding the Van Wycke Bicycle and Pedestrian Connectivity Project.

Attachments:

- Figure 2 Revised Van Wycke Trail Concept
- Recommendations from Tsurai Ancestral Society



Tsurai Ancestral Society

P.O. Box 62

Trinidad, Ca. 95570

12/16/19

Trinidad City Council

Trinidad Planning Commission

409 Trinity Street

Trinidad, CA 95570

CC: City Planner, City Manager, Rebecca Price-Hall Grant and Project Coordinator

RE: Van Wycke Trail Connectivity Project

Dear City of Trinidad,

The Tsurai Ancestral Society continues to oppose the above-named project. We have sent many letters and had several discussions regarding our opposition since the resurgence of this project with City Manager Dan Berman's hiring four years ago. We also sent a letter stating we opposed the negative declaration. While meeting minutes did not reflect our words, it did reflect the glaring absence of discussion regarding our position or the contents of our many opposition letters over the years this project has been considered.

When the City of Trinidad entered into an agreement with the Tsurai Ancestral Society some 19 years ago, to close Galindo Street Trail, and re-route foot traffic to Edwards, we agreed to letting nature take it's course with the Van Wycke Trail. We also agreed to the building of the sidewalks on Galindo as well as the boardwalk on Edwards. We upheld our end of the deal by having our cultural monitor present and not opposing the projects.

Not only has the City of Trinidad not upheld their end of that agreement, you are now in a position to move forward with going directly against your word and building in an area sure to impact cultural resources. The upcoming borings are quite deep and invasive, and we are concerned about the grandiosity of this project for a non-primary trail that is guaranteed to continue to erode into the ocean.

Other local communities, such as Arcata, are attempting to deal with climate change and rise in sea level head on. Their projects take these factors into consideration for sustainability and cost to the tax payer over the long term. However, there appears to be no such consideration coming from Trinidad, a town who will be greatly impacted by concerns such as sea level rise. As the toe of the bluff below the Van Wycke Trail continues to be reclaimed by the ocean, and the area above the Van Wycke Trail continues to over saturated, it seems like a monumental task to maintain this small secondary trail.

Given what is happening in the Tsurai Study Area (all the same concerns about sea level rise and erosion from over saturation and geological instability) if the Van Wycke Connectivity Project is in fact a sustainable, fiscally responsible way to maintain bluff stability, why is it also not being proposed for the Tsurai Study Area? If the City is able to spend over half a million dollars for a trail, why does the City not have the funds to protect the last intact pieces of Tsurai?

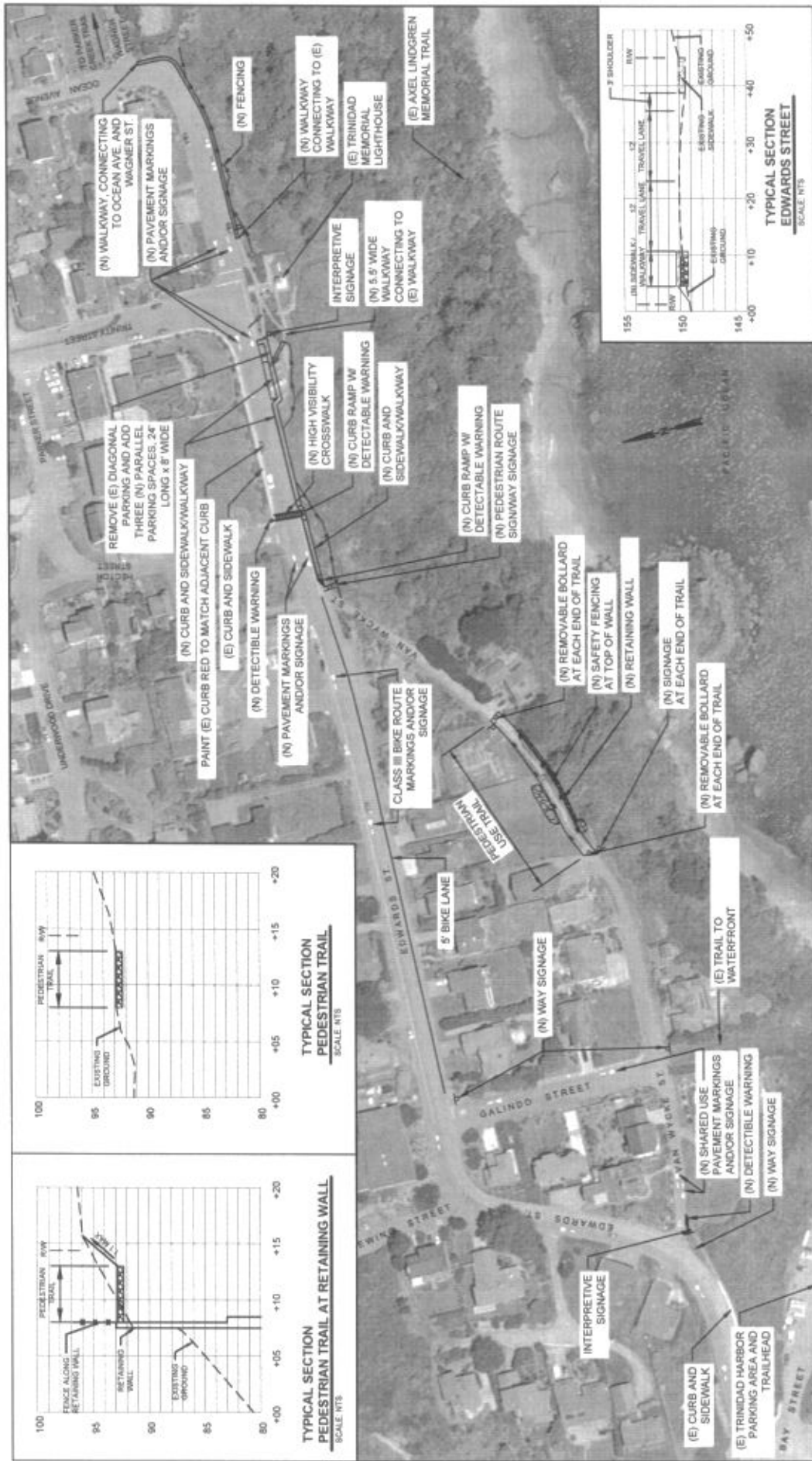
We recommend the Van Wycke Trail Connectivity Project be halted, and funds be directed toward the Tsurai Study Area. This dedication of funding can be given to the Tsurai Management Team to perform bluff stabilizing projects.

The Tsurai Ancestral Society further requests putting this correspondence into the record during the meeting and reflect it in the meeting minutes. Our concerns, discussions and letters have historically been left out of the minutes and City Manager's reports in regard to this project.

Sincerely,

Sarah Lindgren-Akana

Tsurai Ancestral Society Secretary





DISCUSSION AGENDA ITEM 4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 8 PAGES

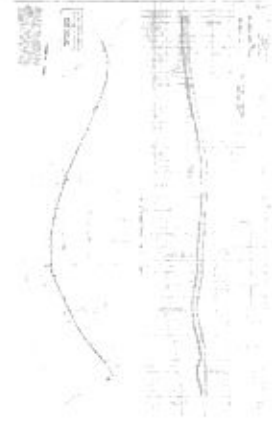
4. Discussion/Presentation Regarding Watershed, Water Supply, and Storage System.



City of Trinidad

Watershed and Water Supply and Storage System Analysis

Patrick Sullivan



Analysis Purpose

When developing City policy for handling requests for additional or new water services the following considerations need to be addressed:

1. Does the City have sufficient rights to the available water to meet current, future and additional demands?
2. Does the City's treatment plant have sufficient capacity to meet current, future and additional demands?
3. Does the City's storage and distribution have sufficient capacity to meet current, future and additional demands?
 - a) How much water is lost in the City's storage and distribution system?
4. Does the Luffenholtz Creek Watershed have sufficient capacity to meet current, future and additional demands?
 - a) Are there alternative water sources available to the City?

City Water Rights

Water Rights	Rate	Constraints	Comment
Luffenholtz Creek (15984 and 17255)	0.56 cfs 251 gpm 361,440 gpd	Bypass: 0.25 cfs flow > 0.86 cfs 0.15 cfs flow < 0.86 cfs Downstream rights + bypass total ~70 gpm	Primary water source for the City
Mill Creek (Old Mill Creek 1958)	0.09 cfs 40.4 gpm 58,176 gpd	Emergency use only	Not used since early 1970 converted to backup source
Mc Connahs Mill Creek	0.054 cfs 24.2 gpm 34,900 gpd	Not operational	revoked

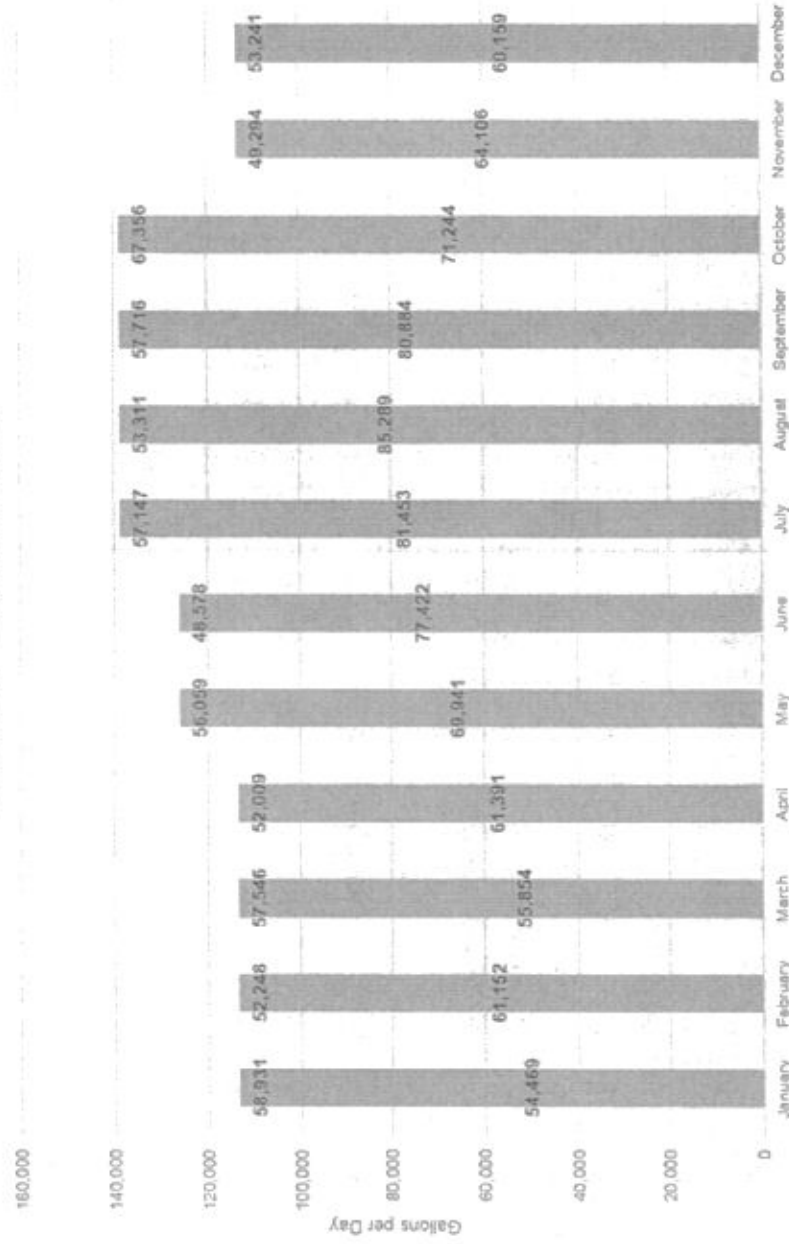
The City currently meets water demand by pumping at ~70 gpm from Luffenholtz Creek. Current daily demand is 50,000 to 90,000 gpd. Peak daily demand 160,000 gpd.

Treatment Plant Capacity

- Current rate of water production is ~70 gpm
- daily production run time that varied from 18 to 22 hours.
- Based upon a demand and production analysis, ~ 48,000 gallons per day of treatment plant capacity to meet future growth and new service requests.
- Water Loss in the system accounts for approximately 26% of total production
 - 10%-15% is typical for similar systems

City of Trinidad Water Treatment Plant
Water Production

■ Demand (gal/day) ■ Surplus Production (gal/day)



Assumes

- Water available in the watershed
- No changes to the treatment plant

Storage and Conveyance Capacity

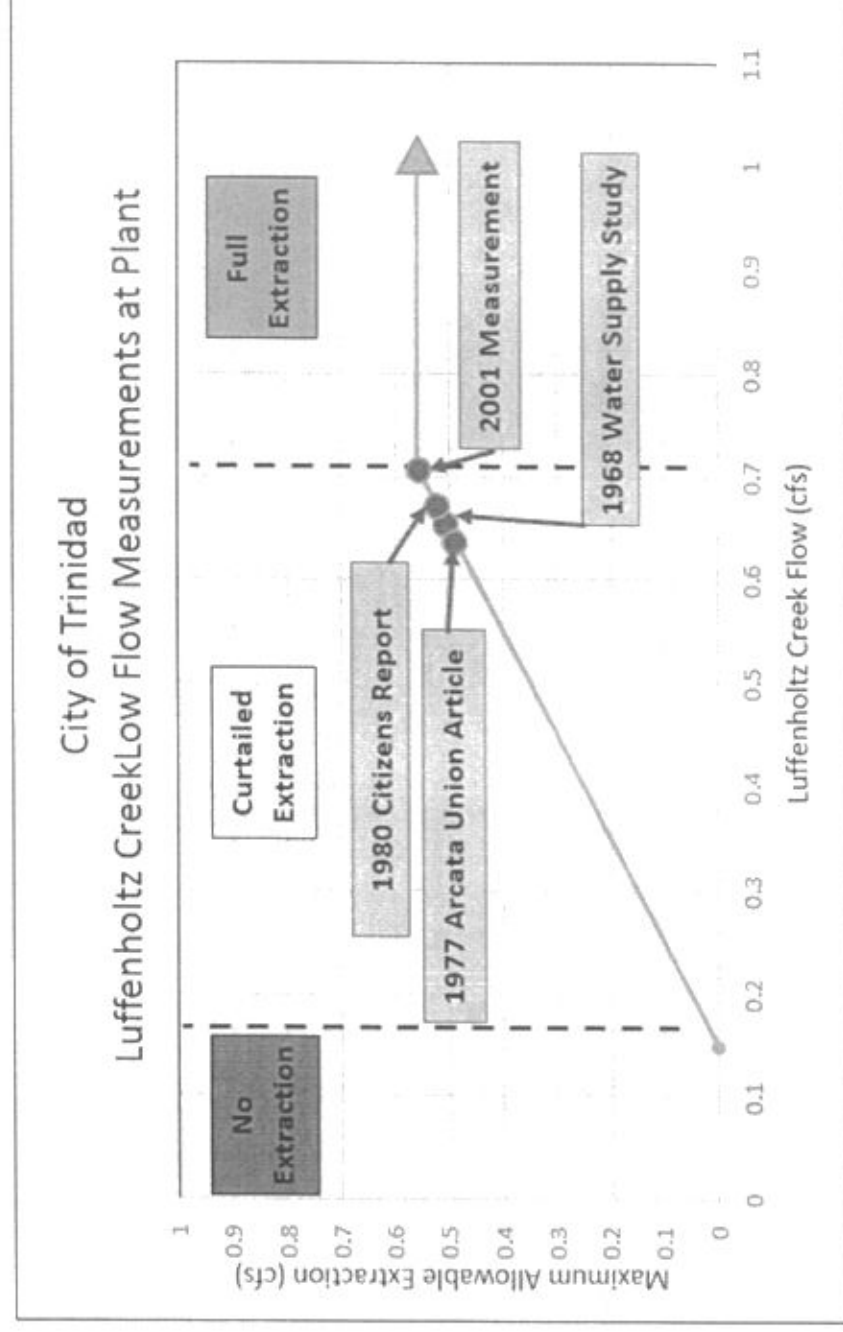
- The City's water system is operating well and meets the current demands
- Model provides a tool that allows the City to evaluate current and future connections and potential effects on the system
- Model useful tool in assisting the Fire Department determine Fire Demand and fire fighting strategy
- Storage is sufficient but there is minimal reserve in the event of drought or emergency.



Watershed Analysis

- The City has a water right for a maximum extraction of 0.56 cfs (251 gpm)
- The City typically runs the water plant at about 70 gpm and may push capacity up to about 105 gpm
- The water right includes required bypass flows that must remain in the Creek
- The City recently installed equipment for continuous monitoring of bypass flows
- The flow conditions can be considered as Full Extraction, Curtailed Extraction, and No Extraction based on creek flow
- There is very limited data available for creek flow at the treatment plant and very limited data for extractions of water from the creek up- and downstream from the City extraction
- Based on the very limited data, it is known that the creek flows have been in the Curtailed Extraction Zone during very dry periods
- To date, it appears that limitations in the creek gravels, infiltration gallery, and wet well system have been the limiting factor on extraction rather than a curtailed water right
- Extracting water becomes increasingly more difficult with lower creek flows
- Climate change over the coming decades is expected to change precipitation patterns resulting in more runoff and less percolation as well as higher average temperatures and less fog, which could further reduce dry period flows and may also change demand characteristics.

Watershed Analysis



There have been four instances when the watershed yield has been the curtailed flow condition

Alternative Water Sources

Alternate source	
Recycled/reclaimed water	Not applicable, no collection or treatment system
Desalination	Cost Prohibitive
Rainwater catchments	Encouraged but limited effect on total City demand
Spring catchment with Improved Storage/groundwater	Potential but would require significant infrastructure upgrades and distributed systems
Other creeks, such as Mill and Parker Creek	Potential but limited by the same factors impacting Luffenholtz. Would require significant infrastructure upgrades and distributed systems
Humboldt Bay Municipal Water District	Potential but would require significant infrastructure upgrades. Reliable source with existing storage. Shared costs with adjacent communities



DISCUSSION AGENDA ITEM 5

SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES

5. Discussion/Decisions Regarding Recommendations from the STR Advisory Committee.

Trinidad City Clerk

From: azetter@trinidad.ca.gov
Sent: Friday, January 10, 2020 11:33 AM
To: Trinidad Manager; Trinidad Clerk
Cc: Richard Bruce
Subject: RE: Agenda Item for Council Meeting 1/14/20

Updated. See below

Sincerely,

Angela Zetter
Administrative Support
City of Trinidad
PO Box 390
409 Trinity Street
Trinidad, CA 95570
707.677.0223
www.trinidad.ca.gov

----- Original Message -----

Subject: Agenda Item for Council Meeting 1/14/20
From: <azetter@trinidad.ca.gov>
Date: Fri, January 10, 2020 12:21 pm
To: "Trinidad Manager" <citymanager@trinidad.ca.gov>, "Trinidad Clerk" <cityclerk@trinidad.ca.gov>
Cc: "Richard Bruce" <rmbruce67@gmail.com>

Discussion Agenda Item (X)
Date: January 14, 2020

Item: Recommendations from STR Advisory Committee

At the STR Advisory Committee meeting on 01/09/2020, the following two recommendations were made to the City Council.

1. Use the following STR Permit Application Fee Structure language, and to include the *Permit Application Cost Recovery Timesheet* and *STR Permit Cost Tracking Timesheet* in every STR permit application.
2. Set up Best Practice Workshop for Property Managers and Independent STR Owners, along with a representative from the City. Discussion on enforcement and possible revisions of the ordinance not to take place at such a meeting, only an exchange of ideas on best management practices.

Sincerely,

Angela Zetter
Administrative Support
City of Trinidad
PO Box 390
409 Trinity Street



DISCUSSION AGENDA ITEM 6

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

6. Discussion/Decision to Accept Letter of Resignation from Planning Commissioner Kathleen Lake, and Authorize Staff to Begin the Recruitment Process to Fill the Vacancy.

DISCUSSION AGENDA ITEM

Tuesday, January 14, 2020

Item: Discussion/Decision to Accept the Resignation of Planning Commissioner Kathleen Lake, and Authorize Staff to Begin the Recruitment Process to Fill the Vacancy.

Background: The City of Trinidad received a letter of resignation from Planning Commissioner Kathleen Lake, effective 12/18/19 (attached). Ms. Lake's completed only 1-year of a 4-year term expiring December 2022.

The current commissioners are:

VACANT	<i>must be a City resident</i>	Term expires December 2022
Cheryl Kelly	City Resident	Term expires December 2022
Richard Johnson	Trinidad area Resident	Term expires December 2022
John Graves	Trinidad area Resident	Term expires December 2020
Diane Stockness	City resident	Term expires December 2020

Trinidad Municipal allows the Planning Commission to include up to (2) Commissioners that live outside the city limits. Both of these positions are currently filled, so a qualified candidate must live within the City limits to be eligible.

Recommended Action: Accept the Letter of Resignation from Ms. Lake and authorize staff to begin the recruitment process.

Attachments: Letter of Resignation
Vacancy Posting

Trinidad City Manager

From: Tom Davies & Kathleen Lake <tomd.kathleenl@gmail.com>
Sent: Wednesday, December 18, 2019 8:46 PM
To: Trinidad City Manager
Cc: jwest@trinidad.ca.gov; dgrover@trinidad.ca.gov; Steve Ladwig; dmiller@trinidad.ca.gov; tdavies@trinidad.ca.gov; rjohnson@trinidad.ca.gov; jgraves@trinidad.ca.gov; ckelly@trinidad.ca.gov; Diane Stockness; Andrew Stunich
Subject: Attention: City Manager
Attachments: Response to Planning Commissioner Lake Complaint 12_10_2019.pdf; Stunich Letter PC recusal.pdf

December 18, 2019

To: Trinidad City Manager
Re: Planning Commission Resignation effective 12/16/2019
From: Kathleen Lake

Trinidad City Manager,

I am resigning my position on the Trinidad Planning Commission, effective today, 12/18/19. When I applied for this position last year, I went in with every intention of understanding the issues that face our city, and to work collaboratively with others on these issues to bring a voice to the many people in town who feel that they are not heard. This is clearly not the appointment that I had hoped for.

I will restate here, that in no way do I consider my resignation a response to the complaint that was anonymously lodged last week, and that I responded to in full on Monday. As of today, you have not responded as to whether you received my response, as per your request (see below). Please see attached.

Thank you,

Kathleen Lake

Ms. Lake,

The City received the attached complaint on 12/10/19.

City Attorney Andy Stunich suggested giving you the first opportunity to provide comment. Please provide your comments by Wednesday, December 18. At that time we will distribute the complaint, along with your comments, to the City Council.

CITY OF TRINIDAD
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Steve Ladwig, Mayor
Gabriel Adams, City Clerk



Tuesday, January 14, 2020

PUBLIC ANNOUNCEMENT OF VACANCIES ON THE TRINIDAD PLANNING COMMISSION

(1) SEAT, TERM: **Through DECEMBER 2022**

The City of Trinidad is currently seeking qualified individuals to serve as volunteers on the 5-member Planning Commission. There is (1) opening for a 3-year term, serving through December 2022, left vacant by a recent resignation.

The qualified candidate must live within the city limits of Trinidad to be eligible.

Experience or an understanding of development or planning-related concepts relevant to the City of Trinidad is preferred - but not required. Commission applicants are appointed by the City Council during open session and attendance is requested for the selection meeting.

Please submit a letter of interest that includes your contact information, connection to the city, reason for wanting to serve, and any relevant experience you may have in Planning related matters. ***The deadline for filing is February 06, but will remain open until filed.***

Send letter of interest to the City Clerk's Office:

CITY OF TRINIDAD, P.O. BOX 390, TRINIDAD, CA 95570

Deliver letter in person to:

TRINIDAD CITY HALL, 409 TRINITY STREET, TRINIDAD, CA

Or Email to: CITYCLERK@TRINIDAD.CA.GOV

**THE DEADLINE FOR FILING IS 2:00 PM, FEBRUARY 06, OR
UNTIL POSITIONS ARE FILLED.**

FOR ADDITIONAL INFORMATION OR QUESTIONS, PLEASE CALL 677-0223.

Gabriel Adams - Trinidad City Clerk



DISCUSSION AGENDA ITEM 7

SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES

7. Discussion/Decision to Accept Letter of Resignation from STR Committee Member Dorothy Cox, and Authorize Staff to Begin the Recruitment Process to Fill the Vacancy.

DISCUSSION AGENDA ITEM

Tuesday, January 14, 2020

Item: Discussion/Decision to Accept the Resignation of STR Committee Member Dorothy Cox, and Authorize Staff to Begin the Recruitment Process to Fill the Vacancy.

Background: The City of Trinidad received a letter of resignation from STR Committee Member Dorothy Cox, effective 12/16/19 (attached). Ms. Cox represented the resident/or public position on the committee, therefore the vacancy to be filled must be from someone that lives inside the city limits and has no direct tie to the STR industry.

The current committee members are:

VACANT
VACANT
Dick Bruce
Jan Nash-Hunt
Joe Moran

Planning Commission Liaison
City/General Public Representative
City/General Public Representative
STR Owner
STR Manager

The City Manager, or his/her designee, serves as primary staff liaison to the STR Committee.

The primary role of the STR Committee is to advise and provide recommendations to the City Council, staff, and Planning Commission on matters relating to Short Term Rentals in the City of Trinidad.

Recommended Action: Accept the Letter of Resignation from Ms. Lake and authorize staff to begin the recruitment process.

Attachments: Letter of resignation
Vacancy Posting

12-16-19

City Manager Naffah

This is my formal
notice of resignation from
the city's STR Advisory
Committee

Dorothy Cox



SHORT-TERM RENTAL ADVISORY COMMITTEE **MEMBER OF THE PUBLIC – CITY REPRESENTATIVE NEEDED**

The City of Trinidad is searching for a volunteer to fill a vacancy on the Short-Term Rental Committee to serve in an advisory capacity to the Council, Commissions, or City Staff as appropriate, on all matters concerning Short-Term Rentals (or STRs) in the City limits.

Purpose of the Advisory Group: The purpose of the Committee is to evaluate the Ordinance for its effectiveness relating to permitting, implementation, or conflict resolution, and analyze conflicts or problems with parking, noise, over-occupancy, gatherings, etc. that have been identified in the Ordinance, and assist the Council in resolving or making recommendations on such matters. Guidance and oversight will be provided by the City Manager.

Objectives of the Committee: 1) provide a public forum at the end of the busy tourist season to solicit input from the community on issues or successes related to the implementation of the short-term rental regulations, 2) assist the City Manager in evaluating formal complaints received throughout the calendar year, 3) make balanced and informed recommendations to the City Council on ways to improve the Ordinance, or share ways in which the policies and procedures are being successfully implemented, and 4) report to the Council annually on the Committee meetings, activity, and recommendations.

MINIMUM QUALIFICATIONS:

- *The position open was left vacant by a member of the public with no affiliation to the STR Industry (owner or manager)*
- *Must reside within the City of Trinidad limits.*

COMMITTEE COMPOSITION & MEETINGS:

MEETING DATES: The STR Committee will meet regularly on a quarterly basis, with one meeting being held in the fall in conjunction with the end of the busy tourist season. Additional special meetings may be added to the quarterly schedule, subject to the availability of all Committee members. Special meetings must be reviewed and approved by the City Manager or City Council.

- (1) Planning Commissioner
- (2) members of the public who are not directly affiliated with an STR
- (2) members of the public who are either STR owners or property managers

The City Manager or his/her designee will serve as the primary City staff liaison between the Advisory Group and the Council

Interested residents living within the City limits may send a letter of interest to the City Clerk at:

City of Trinidad, PO Box 390, Trinidad, CA 95570, or by email to: cityclerk@trinidad.ca.gov, or delivered in person to the Town Hall at 409 Trinity Street.

In this letter, please discuss why you want to serve on the Advisory Group, what your understanding and/or familiarity is with the STR ordinance, and how you see yourself working with a group of people who potentially have different and sometimes very opposing points of view.

Deadline is Thursday, February 06, 2:00pm – OR UNTIL THE POSITION IS FILLED.

Mail to: City of Trinidad, P.O. Box 390, Trinidad, CA, 95570
Deliver to: 409 Trinity Street, Trinidad, CA 95570
Email to: cityclerk@trinidad.ca.gov